

AR MANUFACTURED HOME COMMISSION

Enabling Laws

Act 44 of 2003
A.C.A §20-25-105

History and Organization

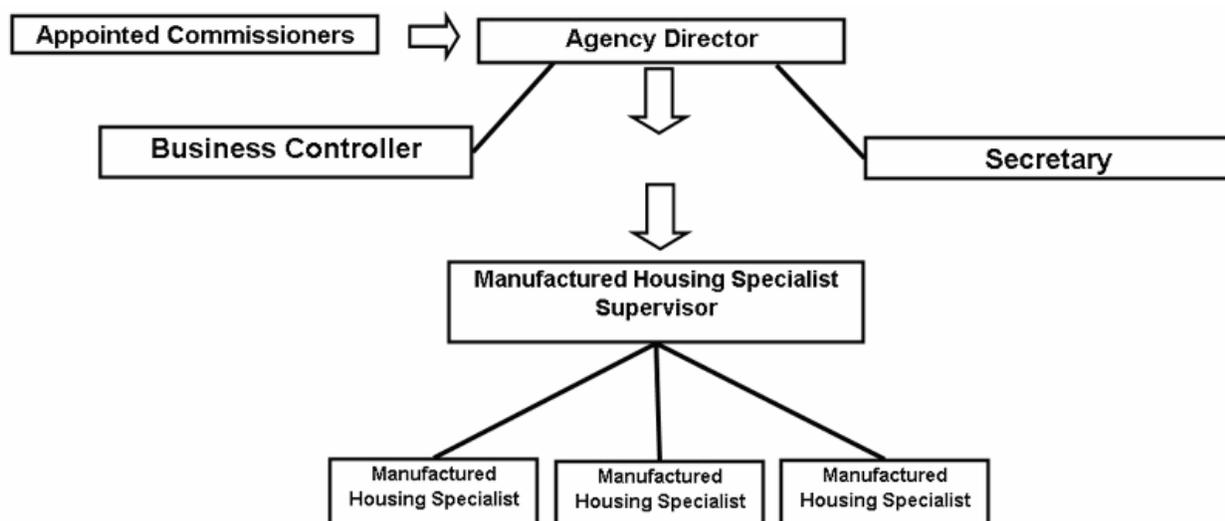
The Arkansas Manufactured Home Commission was established as a division of the Department of Health by Act 510 of 1973, and then became an independent State Agency through Act 419 of 1977.

The Commission has been approved by the Department of Housing and Urban Development to enforce the Federal Manufactured Home Construction and Safety Standards and the Federal Manufactured Home Procedural and Enforcement Regulations.

The Commission is responsible for regulating the manufactured housing industry by requiring manufacturers and dealers to be certified with the Commission and installers and salesperson to be licensed with the Commission. Other responsibilities include the monitoring of manufactured home dealer lots, mandatory continuing education classes for persons performing installations, participation in the National Plant monitoring quality control audits, establishing and enforcing installation standards, and on site home inspections.

Additionally, the Commission handles consumer complains relating to the structural defects in the home and the blocking/anchoring of manufactured homes within the State of Arkansas.

The Commission consists of 10 Arkansas Manufactured Home Commissioners appointed by the Governor overseeing the Agency. The Agency staff includes the Manufactured Housing Commission Director, Manufactured Housing Specialist Supervisor, Manufactured Housing Specialists, Business Controller, and Secretary.



Agency Commentary

The Arkansas Manufactured Home Commission became an independent State Agency through Act 419 of 1977. The Commission is a special revenue funded agency and receives its support entirely through industry fees. By cooperative agreement with the Department of Housing and Urban Development, the Commission administers the Federal Manufactured Home Construction and Safety Standards and the Federal Manufactured Home Procedural and Enforcement Regulations for the State of Arkansas. Additionally, the Commission certifies manufactures, retailers, and installers of manufactured housing. The Commission conducts continuing education classes for installers and enforces State standards for the installation of manufactured housing. The Commission is requesting Base Level for the 2005-2007 Biennial Budget.

Audit Findings

DIVISION OF LEGISLATIVE AUDIT
AUDIT OF :
ARKANSAS MANUFACTURED HOME COMMISSION
FOR THE YEAR ENDED JUNE 30, 2003

Findings	Recommendations
None	None

Employment Summary

	Male	Female	Total	%
White Employees	4	1	5	100 %
Black Employees	0	0	0	0 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			0	0 %
Total Employees			5	100 %

Publications

A.C.A 25-1-204

Name	Statutory Authorization	Required for		# Of Copies	Reason (s) for Continued Publication and Distribution
		Governor	General Assembly		
Rules and Regulations	ACA 20-25-106	N	N	1,100	Periodic Updates to Rules and Regulations

ARKANSAS PERFORMANCE BUDGETING & ACCOUNTABILITY SYSTEM

Department Appropriation / Program Summary

Appropriation / Program	Historical Data						Agency Request and Executive Recommendation							
	2003-2004		2004-2005		2004-2005		2005-2006				2006-2007			
	Actual	Pos	Budget	Pos	Authorized	Pos	Agency	Pos	Executive	Pos	Agency	Pos	Executive	Pos
089 Arkansas Manufactured Home	257,908	5	301,169	5	301,769	7	308,609	5	308,609	5	314,901	5	314,901	5
235 Investments & Claims	41,852	0	220,200	0	220,200	0	220,200	0	220,200	0	220,200	0	220,200	0
Total	299,760	5	521,369	5	521,969	7	528,809	5	528,809	5	535,101	5	535,101	5

Funding Sources		%	%		%	%	%	%	%	%				
Fund Balance	4000005	1,152,391	73.5		1,267,998	80.4	1,056,629	77.0	1,056,629	77.0	842,820	72.5	842,820	72.5
Special Revenue	4000030	415,367	26.5		310,000	19.6	315,000	23.0	315,000	23.0	320,000	27.5	320,000	27.5
Total Funds		1,567,758	100.0		1,577,998	100.0	1,371,629	100.0	1,371,629	100.0	1,162,820	100.0	1,162,820	100.0
Excess Appropriation/(Funding)		(1,267,998)			(1,056,629)		(842,820)		(842,820)		(627,719)		(627,719)	
Grand Total		299,760			521,369		528,809		528,809		535,101		535,101	

Analysis of Budget Request

Appropriation / Program: 089 - Arkansas Manufactured Home

Funding Sources: SHM-Manufactured Home Standards Fund

The Arkansas Manufactured Home Commission is funded by receipt of fees charged by the Agency, as authorized by Arkansas Code Annotated §20-25-101 et seq.

Base Level for this appropriation includes graduated salary increases of 3% to 1.5% each year over FY05 salary levels, along with related Personal Services Matching costs for five (5) Base Level positions. Included in Personal Services Matching is a \$40 increase in the monthly contribution for State employee's health insurance for a total State match of \$320 per month.

Base Level is requested at \$308,609 for FY06 and \$314,901 for FY07. Two positions (Secretary II & Business Controller II) authorized in the 2003-2005 biennium are not being requested in the 2005-2007 biennium due to a decrease in revenues.

The Executive Recommendation provides for Agency Request.

Appropriation / Program Summary

Appropriation / Program: 089 Arkansas Manufactured Home
Funding Sources: SHM-Manufactured Home Standards Fund

Commitment Item	Historical Data			Agency Request and Executive Recommendation					
	2003-2004 Actual	2004-2005 Budget	2004-2005 Authorized	2005-2006			2006-2007		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Regular Salaries 5010000	169,128	174,244	176,519	178,286	178,286	178,286	183,558	183,558	183,558
#Positions	5	5	7	5	5	5	5	5	5
Personal Services Matching 5010003	50,425	50,337	48,662	53,735	53,735	53,735	54,755	54,755	54,755
Operating Expenses 5020002	35,254	63,538	63,538	63,538	63,538	63,538	63,538	63,538	63,538
Travel-Conference Fees 5050009	101	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
Professional Fees and Services 5060010	3,000	3,050	3,050	3,050	3,050	3,050	3,050	3,050	3,050
Data Processing 5090012	0	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Capital Outlay 5120011	0	0	0	0	0	0	0	0	0
Total	257,908	301,169	301,769	308,609	308,609	308,609	314,901	314,901	314,901
Funding Sources									
Fund Balance 4000005	174,018	167,096		130,927	130,927	130,927	87,318	87,318	87,318
Special Revenue 4000030	250,986	265,000		265,000	265,000	265,000	265,000	265,000	265,000
Total Funding	425,004	432,096		395,927	395,927	395,927	352,318	352,318	352,318
Excess Appropriation/(Funding)	(167,096)	(130,927)		(87,318)	(87,318)	(87,318)	(37,417)	(37,417)	(37,417)
Grand Total	257,908	301,169		308,609	308,609	308,609	314,901	314,901	314,901

The FY05 Budgeted amount in Personal Service Matching exceeds Authorized due to matching rate adjustments during the 2003-05 biennium.

Analysis of Budget Request

Appropriation / Program: 235 - Investments & Claims

Funding Sources: THR-Manufactured Housing Recovery Fund

The Arkansas Manufactured Home Commission's Investment and Claims appropriation is funded by receipt of fees from license renewals by manufacturers, dealers, and installers. Funds collected are subsequently paid out in the form of actual costs of repairs to qualifying homeowners and as refunds for businesses that cease operations.

The Commission indicates that the current Base Level of \$220,200 each year should provide sufficient appropriation for this program in the 2005-2007 Biennium and requests its continuation.

The Executive Recommendation provides for Agency Request.

Appropriation / Program Summary

Appropriation / Program: 235 Investments & Claims
Funding Sources: THR-Manufactured Housing Recovery Fund

Commitment Item	Historical Data			Agency Request and Executive Recommendation					
	2003-2004 Actual	2004-2005 Budget	2004-2005 Authorized	2005-2006			2006-2007		
				Base Level	Agency	Executive	Base Level	Agency	Executive
Investments 5120013	41,852	220,200	220,200	220,200	220,200	220,200	220,200	220,200	220,200
Total	41,852	220,200	220,200	220,200	220,200	220,200	220,200	220,200	220,200
Funding Sources									
Fund Balance 4000005	978,373	1,100,902		925,702	925,702	925,702	755,502	755,502	755,502
Special Revenue 4000030	164,381	45,000		50,000	50,000	50,000	55,000	55,000	55,000
Total Funding	1,142,754	1,145,902		975,702	975,702	975,702	810,502	810,502	810,502
Excess Appropriation/(Funding)	(1,100,902)	(925,702)		(755,502)	(755,502)	(755,502)	(590,302)	(590,302)	(590,302)
Grand Total	41,852	220,200		220,200	220,200	220,200	220,200	220,200	220,200